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| Use Snipping Tool to Capture Screen Shots |
| http://www.cpsb.org/System/TechDepartment/tech_connect/Images/snip_tool.JPGYou can use the Snipping Tool in Vista or Windows 7 to capture a screen shot, or snip, of any object on your screen, and then annotate, save, or share the image. You can capture any of the following types of snips:   * Free-form Snip: Draw a free-form shape around an object. * Rectangular Snip: Drag the cursor around an object to form a rectangle. * Window Snip: Select a window, such as a browser window or dialog box, that you want to capture. * Full-screen Snip: Capture the entire screen.   After you capture a snip, it's automatically copied to the Clipboard and the mark-up window. From the mark-up window, you can annotate, save, or share the snip. |